



Our Savior Lutheran School Parent Teacher Organization

OSLS PTO General Meeting Minutes February 23, 2022

a. Call to Order

2nd meeting of the year

b. Meeting Minutes – Sept 2021– Motion to Approve

Christine Thompson motioned to approve the minutes.

Jennifer Oliva-Herrington 2nd the motion to approve the meeting minutes.

c. 2022-2023 New Board Announcement: Ruby Lopez- Villarreal – President, Lindsay Bolls-Secretary, Treasurer – TBD, Co-President or Vice President, TBD

* 2 year term traditionally, Jen and Christine have served 6 on executive committee due to COVID challenges, lack of past interest – we appreciate the support of new faces!

* motion to approve once all the roles are filled; April 2022 Board Meeting (final of year)

Announcement: Christine and Jenn Oliva-Herrington will be moving on from the board.

Christine Thompson stressed the importance of new leadership and fresh ideas.

Ruby Lopez-Villarreal has offered to take over as president. Lindsay Bolls accepted to be co-president.

Motion to approve that board will take place in the Spring.

d. Fall 2021 Fundraising

• “The Pie Company” – November, Raised \$8000; over 1000 pies sold; sold for \$15, profit of \$5 per pie

\$8000 in pies sold this year.

See’s Candy – December; Raised \$6000; over \$14K in sales; 15% cash back

\$6,000 from See’s sold this year, an increase from last year.

We can consider spacing the dates out for the future as we do understand that the dates are close together.

e. Fall 2021 Fellowship

• **Trunk or Treat** in conjunction with Night Market (PTO funded pumpkin patch) –
REMINDER: PTO supports financially but starting in 2019, it was changed as a hosted event by 8th grade families as a way to earn money for their 8th grade Washington, DC trip – this could change under new leadership.

Feedback from trunk or treat. PTO used to be a PTO sponsored event, which meant PTO did everything. We now fund the event, but it is chaired by another school group such as the 8th grade class who is fundraising for their 8th grade trip, etc. We allowed them to use that event to fundraise. The 8th grade class had a successful 2019.

Trunk or Treat: PTO the sponsored the pumpkin patch, but this year's event was run by the main office (aka the school). This is a discussion point for next year. Does it come back as a smaller event, or do we continue with the larger market.

Feedback on that event would be addressed to Julie as that event was coordinated by the school office.

f. Upcoming Spring Events and Fundraiser.

- **100 Day of School DJ-** coordinated by the big school, PTO covered the costs.
 - o Will continue DJ days for the of the year, several more coming as kids liked them. PTO paid for the DJ, we plan to have a few more PTO funded DJ days.
- **Feb- Family Handbook/Directory**
Family business directory is in the works. Look for information on how to be included in the OSLS family business directory coming soon in the Paw Prints.
- **Feb to June Class Chapels** – PTO to provide class treats

Class chapel is back and we are supporting by treating each class that organizes chapel that week with a special treat such as donuts.
- **March/ April “ Family Show and Tell” Assembly-** in development
Think of it as a show and tell for family members who want to showcase and share a loved one that they are proud of. It is like an assembly and will also help to promote confidence and public speaking
- **Easter Sees- TBD**
Easter Sees is slated for spring. We can drop it or continue with it. We will reassess and then move forward. But losing it will mean losing a lot of funds raised.
- **April GALA Reminder:** this is NOT a PTO event as of 2018, moved to OSLS
Reiterating that the Gala is not a PTO ran event, it is run by the school main office now. We didn't have enough volunteers to run the Gala previously so Julie Knight took the event back. Any questions regarding Gala should be addressed to Julie Knight. Fund a need for playground structure, more to come on that.
- **May 2nd to 6th- Teacher Appreciation Week**
Teach Appreciation Week to take place the first week of MAY, PTO themes the week and PTO also funds the week. PTO does it big!
- **May 4th or May 6th- Mother's Day Picnic Lunch with Your Student(s) -BYOP, DJ and special gift**
New additions this year: Mother's Day and Father's Day events. Bring your own picnic. To take place on the grass. Offers a special moment. Bring your own picnic and we supply a dessert of some sort.
- **May 20th, Dance-A-Thon, Theme TBD**
Largest fundraiser of the year. Raises \$15k-\$20k. To take place May 20th, 2022.
- **May 27th, Memorial Day Acknowledgement Day** -in development
A special day to acknowledge some of our service members in development.
- **June 3rd, Father's Day Picnic Lunch with Your Student(s)- BYOP, DJ and special gift.**
Event similar to Mother's day picnic for loved ones to join their young ones for a special moment at school together. We provide a dessert.

- **June 9th End of Year Picnic** (BYOL, jumpies, etc).

End of year picnic. There will be no parent-prepared BBQ this year. Instead we are having BYOB, picnic as a family and eat ice cream and play on the jumpy houses and water slides.

Please read the docs that will be coming out and follow along as the end of year is heavy with activities and happenings. Please follow along on social media for updates as well.

g. PTO Survey Results – see below

Survey results, we tried to feel out where parents are at in terms of what PTO does. We have a surplus in our finances and we want to make sure the money is put in the correct spot.

Top 10 items for allocation of excess funds

1. Updated equipment for recess.
2. Update playground.
3. Covered outdoor seated area.s
4. Security cameras.
5. Sports teams/golf tournament.
6. Sports team as a school.
7. PE changing room, update.
8. Remodel or expansion of the gym bathroom.
9. Monthly DJ for music at school.
10. Grass field to invest in turf track.
11. Safety class
12. Social emotional resources
13. Cleaning perimeter of the yard, bushes in fields and replacing.
14. Building language program out.
15. After school tutoring
16. Extra support for lunch and recess.
17. School nurse.
18. Community garden.
19. Teachers supplies
20. Outdoor Lighting for outdoor events.

MOST Of these items have already been discussed in our meetings and PTO has thought about how to fund them.

Christine will put something together so everyone can understand the importance of our group and so parents can see the feedback that we got.

Julie is getting playground structure rendering for updating.

School library needs an overhaul, this is a potential project for the summer. Potentially growing that into a new space and also potentially updating the overall feel, look, layout etc,

We do recognize that it's been hard, even from a PTO standpoint it was difficult during covid to have in person events.

PTO plans on having a back to school, new-family orientation event for new families.

h. financials

Jenn goes over financials:

1. **\$104,148.38** – in PTO Bank
Currently sitting with this in the bank. Have to keep 15 as a surplus, as an emergency fund. The rest is the budget.
2. **Expenses** this year \$ 67,698.06 to end of Jan
This is our total expenses. Including a 52k credit for reimbursement the PTO for purchasing the chromebooks a few years ago. That is why we have the big numbers now. Non profit, can not keep surplus.
3. **Deposited** \$83,830.71 as of 1/31
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4. **Balance** \$16,132.65 net as of 1/31
Net balance
5. **Expenses:** Pies, Sees, Library, Clubs, Staff Room Charges, Pizza Parties, Teacher Appreciation, Chrome Books.
Increased our mid-year funding, we increased that and have gone about 300% over budget there. We funded additional needs that have come up. Increased teacher appreciation, more chrome books purchased, increase in class funds due to more students, so more teachers went back to the PTO teacher fund and more money went into the library and to the clubs.
6. **Deposits:** Reimbursed Chrome books, Scrips, Pies, Sees, Christmas Family Donation.
Reimbursed for the chrome books, scrips, Pie Fundraiser, See's Candy and a donation made by the Christmas Family.
7. **Left to spend money on:** Teacher Appreciation Week, Mothers Father's Day, End of School Picnic, Dance-A-Thon
Upcoming events that will incur expenses include Teacher appreciation week, Mother's Day event and Father's Day event.
8. **Left to make money:** Dance-A-Thon, Sees.
Final opportunities to raise funds this year are the Dance-A-Thon and the See's Candy fundraiser.

i. open discussion (exclusive PTO website/social media- discussions on-going)

- Q. Sonia asked- In reference to the library, gala raised funds for the middle school library, where did that money go?
A. Locations were moved and split between elementary and middle school. Now we need to improve on what we have.
- Sonia's daughter had about 6-7 ideas as a leadership role. Sonia's daughter put together a list of things she thinks that OSLS can do to improve.

- Potential survey for the students as well to go out.
- Laurie in the zoom chat: Recommendation to call the “Family Show and Tell” event something along the lines of “Special Persons Day” so that students who don't have family that can attend can still feel included and special.
- Questions in zoom chat: When is the mother/daughter, father/son picnic days?
A. Exact day TBD.
- We offer venmo as a form of payment when fundraising. However, we now have to pay a certain percentage of our profits, so that may change. As a school, we don't want to lose money due to those fees. We may have to change to something that is better for our school.
- Sarah mentioned having someone paint a mural on the library wall.
Ruby Lopez-Villarreal has already reached out to a local artist for potential library mural.
- Litza Bayless, mentioned “Elder appreciation Day”, so that classes can honor the elder from the church that is assigned to their classroom.
- Harmony Brockman:
Q. Have you considered selling ice cream after school?
A. PTO replies that we usually do have a group of students (leadership) who sell ice cream on Fridays from May-June. We will reach out to leadership to see if they will be having that again this year.
- Wendy Jones: The playground balls are all deflated and the hula hoops are all ruined. We may need additional PE Supplies, helps to keep the kids entertained and out of trouble.
- Christine T.- Brings up four square balls needed.
- Ruby Lopez-Villarreal- suggests that Wendy and team put together a wishlist for us. Hula hoops, balls, playground equipment, etc and volunteers to distribute the list the parents for support/donations.
- Jenn Oliva-Herrington Potential contest to bring playground toys in. Has an idea to add on a playground toy to the gala as part of the admission. Sort of like a canned-food drive except you bring a toy with you to the Gala.
- Chrstine T - A few years ago, the idea was to make a turf area that we can then lease out and make money for the school. Julie's focus is on the play structure first. We really want to move excess funds from the PTO to bring a new play structure.
- We have 4 months to do great things, the calendar shows it. We will have lots of great events coming up. Encouraged that we are getting back to where we used to be.

j. closing prayer

Closing Prayer by Mrs NJ

*See below for survey results:

****IF PTO has a surplus this year, where would you like to see the funds allocated? - in bold means it was mentioned many times.***

- **Update - Balls and equipment for recess**
- **Updated playgrounds**
- **Covered outdoor seating areas, umbrellas, more tables.**
- **Security Cameras**
- **Sports teams**
- **Golf Tournament**
- **PE Changing Room**
- **Remodel/ Expand Gym Bathroom**
- **Monthly DJ for music**
- **Athletic Field – turf, track and field**
- Classroom Chairs- more ergonomic
- The Arts – exposing and experiencing it at OSLS and in community.
- Art Class- display work in ministry building
- Improve Classroom Technology
- Mother's Day and Father's Day activities
- Social emotional learning, resource time to help struggling learners
- Safety Classes
- Clear out the perimeter bushes -replace with exercise stations, forts for play
- Building a language program- Spanish was supposed to have in 1st grades
- Computer program at the school -typing program, teach Google slides.
- After school tutoring club
- Teachers: bonus, get their input (done in 2021)
- Extra support staff for lunch, recess, nurse, ecc.
- School community garden
- School PTA shirts
- Teacher supplies (in yearly budget)
- Outdoor Lights for Harvest Fest, Trunk or Treat, other activities

What can PTO do that is new?

- Color Run
- Outreach to have more parents involved and welcomed to participate. Information at the beginning of the year about the PTO and the different activities planned.
- Increase Parent Nights – to educate on what is happening, raised funds, etc.
- Increase Spirit Days
- Read-A-Thon
- Outdoor Speakers for assemblies
- New Family Orientation
- Communication on what we do, meetings, etc.
- Gala or Tournament to raise funds
- Girl or Boy Scouts
- More Family Events
- Anything to support the teachers more
- Back to School Night

Out of all of the PTO events (Father/Daughter dance, Mother/Son dance, See's Christmas Fundraisers, End of Year Party, Dance-A-Thon, Trunk Or Treat, Back to School Night, etc.) which would you like to see PTO NOT engage in next year?

• Mostly nothing to remove however did get some complaints that See's Christmas is too close to Pie Fundraiser

Are there any past events you would like to see back?

- Turkey Trot
- Mother Son Daddy Daughter Dance
- Fathers and Mothers Day activity
- Community Outreach – Veteran's Day Honor Assembly
- Park Clean Up
- Visit Veterans